

Arizona State Parks

Chief of Operations





Arizona State Parks

Committed to growing the economy, building a better workforce and improving education by practicing sound financial management practices, retaining the State's finest in resource, recreation and cultural management and nurturing exploration among all generations of Arizonans.

We are an agency that values using interdisciplinary and interagency work groups to problem solve and face challenges through innovation and collaboration.

We are positioning Arizona State Parks to become a leader in recreation management by demonstrating excellence in long-range planning, resource management and agency recognition. In order to achieve this goal, Arizona State Parks is dedicated to addressing the needs of those it serves through the collective energies of citizens, staff and elected officials.

Innovation is a key element to addressing Arizona's needs. Innovation will come in the form of hiring, training and retaining a dynamic workforce, allowing access to landscapes and recreational experiences that were previously closed to the public and acknowledging citizen sacrifices that protect our environment, families and friends. Partnerships and recognizing Arizona State Parks value is also an integral to our success. We will build upon and

recognize the work and dedication of the past while leading, creating and continually improving for the future.





Growing the Economy

Arizona State Parks boosts Arizona's economy by attracting visitors to communities throughout Arizona, producing a statewide economic impact of \$226 million.

Arizona State Parks protects and preserves 31 State Parks and Natural Areas. Eight are in the top twenty-five most visited natural attractions in Arizona.



The mission of Arizona State Parks is to managing and conserving Arizona's natural, cultural and recreational resources for the benefit of the people both in our parks and through our partners.

Arizona State Parks is an agency of resource protection, reform and innovation. Utilizing more than 2,000 volunteers in the parks, the agency functions as one of Arizona's premiere tourism economic engines. Our partnerships with local communities and volunteer groups serve as a nationwide example of managing State Parks while drawing thousands of visitors to these rural communities.

Arizona State Parks at a glance:

- 64,000 acres of land
- 1,861 campsites✓
- 28 cabins
- 81 trails
- 12 fishing lakes
- 11 boating lakes
- 8 historic parks
- 1 lodge



Position Overview

Chief of Operations

Salary: \$65,160 to \$117,998

The Chief of Operations will oversee, guide and direct the operations of all the State Parks and their programs.

- Continually review and improve park operations
- Generate revenue through new properties, programs, and property enhancements
- Establish and keep current Park Management Plans
- Work with partners and concessionaires
- Manage the agency gift shop program and other revenue generating fee programs
- Manage the Operations section volunteer and special events programs
- Set policy and formulate procedures for park operations
- Demonstrate leadership and excellent customer service
- Produce results

KNOWLEDGE, SKILLS AND ABILITIES

Must have considerable knowledge of:

- Park and gift shop operations
- Park concessionaires and Friends Groups
- Best practices in administering volunteer programs
- Best practices in meeting the requirements of the Americans with Disabilities Act
- Interpretive education programs, special event production/ management and resource protection
- Procurement and purchasing policies

Must have skills in:

- Organizing and operating effective staff meetings and training. Skills in strategic planning
- Interpersonal communications and building partners
- Public speaking
- Writing reports, articles and publications.
- Park development and construction



BENEFITS

The State of Arizona provides an excellent comprehensive benefits package:

- Affordable medical, dental, life, and short-term disability insurance plans
- Top-ranked retirement and long-term disability plans
- Accrued vacation pay and sick days
- 10 paid holidays per year
- Deferred compensation plan
- Wellness plans

LOCATION

Arizona State Parks Central Office
23751 N. 23rd Avenue #190
Phoenix, AZ 85085

KNOWLEDGE, SKILLS AND ABILITIES (cont.)

Must have the ability to:

- To collaborate and build relationships with partners including federal, state, local and community organizations
- Analyze situations and problems and make sound judgments, taking appropriate action
- Research, analyze and incorporate into the organization accepted industry best practices
- Prioritize tasks and delegate as required
- Mentor staff and develop staff
- Communicate clearly and effectively, both orally and in writing
- Mediate various issues with agency staff, agency support organizations, other agencies and organizations
- Travel statewide
- Ability to obtain and maintain Arizona Driver License

Requires possession of and ability to retain a current, valid state-issued driver's license appropriate to the assignment. Employees who drive on state business are subject to driver's license record checks, must maintain acceptable driving records and must complete any required driver training (see Arizona Administrative Code R2-10-207.12.)

SELECTIVE PREFERENCES

- A Master's Degree or Bachelor's Degree in parks administration, resource management or related field
- Three or more years of increasingly responsible experience in parks and recreation or similar.
- Three or more years of Supervisor Experience.

To apply, go to <https://azstatejobs.azdoa.gov/ltmprod/xmlhttp/shorturl.do?key=1DUS>

All newly hired employees will be subject to the E-Verify Employment Eligibility Verification Program.

Arizona State Government is an EOE/ADA Reasonable Accommodation Employer.

Having trouble applying for this position? Email HRIShelpdesk@azdoa.gov or call 602-542-4700 for assistance.